

## Kentucky Applied Behavior Analyst Licensing Board

July 26, 2013

A regular meeting of the Kentucky Applied Behavior Analyst Licensing Board was conducted on July 26, 2013 at the Office of Occupations and Professions, in Frankfort, Kentucky.

<b><u>Members Present</u></b> Shelli Deskins, Ph.D. – Chair Steve Foreman Brady Dunnigan, Attorney at Law Stephen Wood Tammy Hammond-Natof, Ph.D. Cyndy Blackledge, Ph.D.  <b><u>Members Absent</u></b> Scott Brinkman, Attorney at Law	<b><u>Occupations and Professions Personnel</u></b> Lindsey Lane, Board Administrator Matt Osborne, Executive Director  <b><u>Others</u></b> Michael West, Board Counsel
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### **Call to Order**

Dr. Deskins called the meeting to order at 10:02am.

### **Approval of Minutes**

Minutes of the June 28, 2013 meeting were presented for the Board's review. Mr. Wood made a motion to approve the minutes as presented. Mr. Foreman seconded that motion and it carried.

### **Financial Report**

The Board reviewed the financial report ending June 30, 2013. Ms. Lane informed the Board while they were looking over their financial report, their letter to Operations Section Supervisor Susan Ellis needed to be submitted by August 1, 2013 regarding any increase in the Boards budget for the next biennium. At this time the Board has sought out investigative services for

two pending complaints and is interested in issuing license cards to licensees that would obtain their license information. The Board has also worked over the last Fiscal Year to pay outstanding debt that was accrued during the beginning of the Boards existence where no licenses were issued or fees were coming in. Dr. Deskins will include all of these items in her letter to Ms. Ellis about an increase in the quarterly allotment for the next biennium.

The Board asked Ms. Lane to find out why there was a fee under the 1099 reporting for Legal Services.

### **Report from O&P**

Ms. Lane reported that the office has a new Executive Director that began working on July 1, 2013. Matt Osborne joins the office from the Transportation Cabinet and served in many other high level capacities. Mr. Osborne joined the Board for their meeting and told them a little about himself.

The office continues to work with the Commonwealth Office of Technology on the database conversion. COT staff has been meeting regularly with staff at O&P to move forward with this project.

### **Board Counsel Report**

Mr. West reported that there were no new updates for this meeting.

### **Old Business**

Mr. West informed the Board that the Renewal Regulation is currently in effect and any pending renewals may be processed at this time.

The Board reviewed their expense chart from the last three fiscal years. Mr. Wood asked if there could be another chart created where there was a remaining balance and paid amount. He feels the Board would be able to better understand the information as requested.

### **New Business**

Ms. Lane informed the Board that they had three (3) new application to review and possibly license. The applications committee made a recommendation to approve the following Applications for Licensed Behavior Analyst submitted by Jennifer Salvina, and Joshua Yousem pending receipt of their transcripts, and completion of the Abuse and Neglect training for Mr. Yousem. The committee also made a recommendation to approve an Application for Temporary License submitted by Joshua Anna.

### **Travel and Per Diem**

Mr. Wood made a motion to approve travel and per diem for today's meeting. Dr. Blackledge seconded that motion and it carried unanimously.

### **Adjournment**

Mr. Foreman made a motion to adjourn the meeting. Dr. Natof seconded that motion and it carried unanimously. Meeting adjourned at 10:53am.